



## Upper Mount Bethel Township

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### UPPER MOUNT BETHEL TOWNSHIP PARKS/RECREATION BOARD MEETING MINUTES THURSDAY, JUNE 8, 2023 – 7 PM

#### PART I

Chairman Stavros Barbounis called the meeting to order at 7:00 pm.

The Pledge of Allegiance was recited.

Present were, Stavros Barbounis, Sharon Cerny, April Pinto, Karyn Pinter, and Liaison Marty Pinter. Anthony DeFranco arrived at 7:10 pm. Kari Hawkins was absent.

#### PART II (Parks & Recreation Board Administration)

1. Approval of Agenda-**MOTION** by April to approve the agenda, seconded by Karyn. Vote: 4-0.
2. Approval of Minutes
  - a. April 13, 2023-**MOTION** by April to table the April 13, 2023, meeting minutes, seconded by Karyn. Vote: 4-0.

#### PART III

1. Governance
  - a. Standing Committee Reports-1) Finance-Stavros stated that he and April have been working on creating running budgets on sports programs, park development, and events, which would take the dependency off the Township's bookkeeper. The current rec fund balance is \$138,197.99. Additional donations received have not been properly reflected. Stavros addressed Manager Nelson regarding current expenses (line painting, electric, etc) coming out of the recreation fund, when they are not funded for them and there are no transfers. Manager Nelson will discuss with Diann. April would like clarification on the field maintenance charges for outside/tournament teams (other than UMBT) that use the fields/equipment. Should there be a flat fee? Karyn stated she will reach out to Forks Township to see what they charge for tournaments that use their fields. Marty stated that it is apparent that there is a need for a part-time person to manage

Parks/Recreation. Marty would like Diann to attend a meeting to discuss bookkeeping questions the Board may have.

- b. Sports Program Policies and Procedures-April discussed a situation that transpired after a game, where there was a racial slur that was used against a coach. The player was banned from practice and one game, even though it was the parent of the player that used inappropriate language, who is banned from all games. April is updating the Code of Conduct for softball and eventually all programs. This is a zero-tolerance policy. Stavros stated that Solicitor Karasek will review. Karyn is working on an incident report.

## 2. Park Development

- a. Barn/Bathrooms Project Update/Pavilion/Pavilion Kitchen Project-Anthony discussed a quote he received for pre-fab bathrooms. Two seats, \$114,000, three seats \$225,000. Anthony stated these are just basic bathrooms. Stavros stated he would like to see what a stick built would cost, 3-stalls for women, 2-stalls 1-urinal for men. Marty asked if a design is getting done. **MOTION** by April to have bathroom drawings made up, with a cap of \$1,000, seconded by Karyn. Vote: 5-0.
- b. Park Video Security/Park Internet Project-Stavros stated that this has been put on hold due to the potential barn project. Stavros would like to move forward and get it installed and if anything changes in the future, it can be moved. All equipment was acquired through a NORCO grant.
- c. No Smoking Initiative-Stavros stated he has no problem with “No Smoking” signage in the area of any building/playground, it will not be the entire park. Stavros will send out the information.
- d. Park Revenue-Stavros stated that the idea of a cell tower was discussed back in March. He has not heard any further information. He will follow up.

## 3. Sports & Recreation

- a. UMBT Softball-April stated she needs \$45 for a bonus game. **MOTION** by Karyn to approve the \$45 for the bonus game, seconded by Anthony. Vote: 5-0. April asked if there was a possibility of enclosing the dug outs at Echo Lake. Tarps, or wind screens might work. Karyn will contact the school to see where they get theirs. April will get measurements.
- b. UMBT Field Hockey-Emily discussed the fall 2023 report provided to the Board. Currently there are 80 players signed up, 61 paid. Final payments due (\$1,900) by June 15<sup>th</sup>. Emily will send the Board a list of items needed to be approved and then forwarded to Diann to order. There was a discussion on email approvals, can there be a point person for expense approvals, provided the funds are available. **MOTION** by Stavros, for operational expenses required by UMBT sports programs, can be approved by the Treasurer, provided the program itself has the available funds to cover the expense and

then the expense would be captured in meeting minutes, seconded by Karyn. Vote: 5-0. Emily asked how coach registration can be captured in RecDesk. April will contact Megan at RecDesk. Emily stated that practices are held Tuesday and Thursday, starting 8/15-11/7. Games begin 9/10-10/28. Emily discussed pavilion/field reservation, field layout/lining, fundraiser, and pictures.

- c. UMBT Basketball-Karyn stated she needs to get totes to store balls/equipment in. Karyn stated she has some basketballs that are about 5 years old that she cannot use. Emily said that she could probably use some for training purposes.
- d. Baseball Fields-Usage outside of UMBT sports programs-fee scheduled needed. Previously discussed.

#### 4. Community Engagement

- a. First Responders Picnic/Movie Night (Sonic the Hedgehog2)-June 10-Stavros stated that with the air quality condition due to the smoke, he checked with the Fire Chiefs, and it looks as though by Saturday, it should be cleared up. The picnic starts at 5. Fidelity Bank is providing an ice cream truck 5-7:30, as community service. The donations stand at \$900, \$600 food, \$300 games. April will look into picking up some frisbees, footballs, badminton, and other games.
- b. July 4<sup>th</sup> Fireworks-June 1-Stavros stated we need more food vendors. There was a discussion on charging for parking. Stavros originally stated \$3.00, but the consensus was to charge \$5, so you didn't have to make change. There will be 3 radio stations attending. Marty asked if NB would be interested in doing the french fries, April will look into that. Sharon will reach out to the Donut Guy and Jordan Taylor's Sweets and Treats. Cindy will reach out to All Belgium Waffles.
- c. Food Truck Festival-August 26-no discussion
- d. Harvest Festival/Craft Show-September 23-no discussion
- e. Veterans Day-November 11-no discussion
- f. Christmas Pajama Party-December 16-no discussion

#### 5. New Business

- a. Code of Conduct Enforcement-Zero Tolerance Policy-previously discussed.
- b. Moonlight & Magick Market-Sharon stated she had a conversation with Amanda Moyer, the organizer, inquiring about the possibility of renting the park for an evening/night vendor event. It is a once-a-month event. There are roughly 90-100 vendors. Sharon will forward her request to the Board. This is TBD until the Board can review her request.
- c. Community Yard Sale-Stavros stated that based on the feedback, this will not be taking place. If the Township wishes to host one, that is fine, but this will not be a Parks/Rec event.

6. Announcements-None

**PART IV** (Public Comment) -Manager Nelson discussed insurance coverage for the 4<sup>th</sup> of July Parade, that Portland should have coverage, as well as Evergreen Village. Stavros stated this is not a Parks/Rec event.

April asked about Small Games of Chance. Manager Nelson will look into it. There was a discussion on raffles and tricky trays.

Stavros stated he spoke with Manager Nelson about putting more specific language in the by-laws, i.e. field use after inclement weather, hazardous air quality.

**PART V** (Adjournment)

**MOTION** by Anthony to adjourn the meeting at 9:15 pm, seconded by Karyn. Vote: 5-0.

*Respectfully submitted by Cindy Beck-Recording Secretary*